

VOLUNTEER FIRE ASSISTANCE FUNDING APPLICATION

2011 GUIDELINES

LOUISIANA DEPARTMENT OF AGRICULTURE & FORESTRY
OFFICE OF FORESTRY

1. This is a 50% matching fund program. Federal funds will pay up to 50% of approved program expenditure costs with local departments paying at least 50% or more.
2. A restriction will be placed upon the amount of funding which may be provided to departments regardless of funding requested due to the limited federal funds received for this program.
3. Local matching funds must be available at the time the application is submitted and these funds must match the federal funds dollar for dollar.
4. Purchase must have been made during the 2011 calendar year for inclusion.
5. Only communities with under 10,000 population counts (current census) may be considered for funding. However, multi-community department projects may be approved even though the 10,000 population limit is exceeded within the area served, providing no single community served exceeds the 10,000 population. (A department or fire district is considered to be multi-community if within the official area served there exists two or more recognized communities, each of which must contribute financial support toward, and combine other resources for operation of a single department serving all the communities involved.)
6. Only departments officially recognized and authorized by **RESOLUTION** or **ORDINANCE** of the legally constituted governing body of the area served will be considered for grant funding.
7. Examples of equipment/apparatus which may be purchased with grant funds are as follows: breathing apparatus, bunker gear, hose, nozzles, hand tools, smoke ejectors, generators, foam application equipment, slip-on pumping units, materials and labor required to outfit and equip excess military vehicles.
8. Application for funding to purchase large fire trucks **WILL NOT** be approved.
9. Request for funding **WILL NOT** be considered for the following:
 - A. Repair or construction of buildings
 - B. Land acquisition
 - C. Water lines and hydrants
 - D. Any equipment not fire related
 - E. Routine operating expenses (phone bills, utility bills, Annual inspections, insurance, etc.)

10. Training is considered a high priority item which should be regularly conducted by all departments; however, due to reduced federal grant appropriations, funding for training will be limited to special needs and programs only, by prior approval of the V.F.A. Program Administrator of this agency.
11. Communities/departments imposing strict boundary limits which exclude **rural** residences or use a subscription response system **will not be considered for funding.**
12. Federal auditors require all non-expendable property purchased under the program having a value of \$300 or more and a useful life of more than one year must be marked and identified as property acquired under Section 7, Cooperative Forestry Assistance Act of 1978. Records will be maintained on these items and federal approval must be secured prior to any future disposal of these items.
13. In the blanks provided on the application, list the names of **TWO** individuals who are knowledgeable about the department's needs and operation; the best time to contact them, both day and evening; and their **DAY** and **EVENING** telephone numbers.
14. Application for funds must be made on the form "**LOUISIANA DEPARTMENT OF AGRICULTURE AND FORESTRY: APPLICATION FOR 2011 FUNDING: VOLUNTEER FIRE ASSISTANCE PROGRAM**". Do not FAX this application. **FAX'S WILL NOT BE ACCEPTED.** Only the original application with an original signature will be accepted.
15. If funds are approved for your department, they must be **SPENT BY THE DISBURSEMENT STATEMENT DUE DATE.** If they are not spent by that date, your department will lose that portion not spent and the funds will be allocated to an alternate department.
16. All purchases expended under the V.F. A. Program must be verified by either:
 - an invoice showing a "\$0" balance from the distributing company
 - a photocopy of the check used to purchase the equipment
 - a copy of the credit card transaction.
17. If more space is needed to answer application questions than is provided, please attach additional pages as needed.
18. Mail the completed **ORIGINAL** application, properly signed and dated to:

**LOUISIANA DEPARTMENT OF AGRICULTURE & FORESTRY
ATTENTION: V.F.A. Program
P.O. BOX 1628
BATON ROUGE, LA. 70821-1628**

19. All applications must be received at this office by: **4:30 p.m., July 1, 2011.**
Applications received after this date will not be considered for funding; therefore, it is suggested that 10 days be allowed for mailing. **FAX's WILL NOT BE ACCEPTED!!**

NOTE:

Web Route: www.ldaf.state.la.us to "Offices" to "Forestry" to "Protection Branch"...then scroll to bottom of page for the V.F.A. hyperlink.

If additional information regarding the V.F.A. Program or grant application is needed, please contact:

Sheryl Carnegie or Bret Lane
P.O. Box 1628
Baton Rouge, LA. 70821-1628
(225) 925-4500